



Republic of the Philippines
Department of Education

Region 1

SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)

DIVISION MEMORANDUM

DM NO. 246, s. 2025

MAY 13 2025

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID, SGOD
Education Program Supervisors, English/Filipino
Concerned Elementary School Heads

FROM: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

SUBJECT: DIVISION LITERACY REMEDIATION PROGRAM (LRP)
TRAINING FOR VOLUNTEER TEACHERS

DATE: May 13, 2025

PARTICULARS

1. Pursuant to DepEd Order No. 10 s. 2025 on the Guidelines for the Implementation of the 2025 Department of Education Summer Programs; DepEd Memorandum No. 34 s. 2025 on Supplementary Guidelines on the Implementation of the Literacy Remediation Program, Regional Memorandum No. 598 s. 2025 on Regional Training of Trainers on the Literacy Remediation Program, this Office through the Curriculum Implementation Division shall **conduct Division Literacy Remediation Program (LRP) Training for Volunteer Teachers at the Division Training Center on May 16-18, 2025, 8:00 A.M.- 5:00 P.M.**
2. The training has the following objectives:
 - a. to equip remediation teachers with practical and evidence-based strategies for addressing the specific literacy needs of Low Emerging Readers;
 - b. to introduce and provide guidance on the utilization of appropriate instructional materials, assessment tools, and other resources that support the effective delivery of the LRP; and
 - c. to promote a unified and standardized approach to the LRP implementation across the six identified elementary schools in DepEd City of San Fernando, ensuring equitable support for all Low Emerging Readers.
3. The training expenses which include materials and meals of participants, trainers and program management team (PMT) shall be charged to GAA 2025 Direct

Release (NLC Implementation) to be downloaded to SDO subject to the usual accounting and auditing procedures.

4. All participants are advised to bring their own laptops or digital devices to participate in the hands-on sessions.

5. Participants in the activity are entitled to service credits pursuant to DepEd Order No. 13 s. 2024 on the Revised Guidelines on Grant of Vacation Service Credits to Teachers.

6. The participants of the division training are volunteer teachers of the identified schools to implement the Literacy Remediation Program.

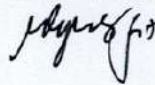
7. Enclosed in this memorandum are the following:

- a. List of Participants; and
- b. Training Matrix.

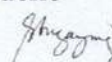
8. This Memorandum shall serve as Locator Slip of the identified participants and trainers.

9. Immediate and wide dissemination of this Memorandum is desired.


SHEILA MARIE A. PRIMICIAS, CESO VI
Schools Division Superintendent







(ENCLOSURE NO. 1 OF DM NO. _____ s. 2025)

LIST OF PARTICIPANTS

NAME	POSITION	OFFICE/SCHOOL
Remediation Teachers		
Alyssa Christine V. Nisperos	Teacher III	San Fernando South Central IS
Josephine A. Garcia	Teacher III	Sibuan-Otong IS
Michelle F. Sobremonte	Teacher III	Cadaclan ES
Santos M. Pasion Jr.	Master Teacher II	Mameltac ES
Ilelen Rose G. Espenilla	Teacher III	Parparya ES
Ermelyn C. Espenilla	Teacher III	Puspus ES
Claire J. Rivera	Teacher III	Santiago ES
Claire C. Rivera	Teacher III	Sevilla ES
Michelle V. Ceynas-Oreiro	Teacher III	Bungro ES
Mary Ann M. Ducusin	Master Teacher I	Catbangan CS
Melinda M. Cariño	Teacher III	Catbangan CS
Cherry H. Nieto	Teacher III	Catbangan CS
Laarnie L. Alminiana	Teacher III	Catbangan CS
Melanie B. Palabay	Teacher III	Catbangan CS
Luzviminda G. Garcia	Teacher III	Catbangan CS
May Ann D Buendia	Teacher II	Sagayad ES
Reyna A. Reyes	Teacher III	Pagudpud IS
Nathalie Faye B. Buenio	SPET I	SFC SPED IS
Jennet Evangelista	Teacher III	Ilocanos ES
Kharen C. Quimson	Teacher III	San Agustin (Poror) ES
Trainers		
1. Sheila Marie N. Bugayong	Education Program Supervisor, English	SDO-CID
2. Rowena R. Abad	Education Program Supervisor, Filipino	Ayudante ES
3. Carol D. Villanueva	Master Teacher I	Dallangayan ES
4. Ramoel S. Espinueva	Master Teacher I	San Fernando South Central IS
5. Ayessa L. Cabading	Master Teacher I	Bangbangolan ES
6. Hannah Jireh P. Soriano	Master Teacher I	Sibuan-Otong IS
PMT		
Sheila Marie A. Primicias	SDS	SDO-OSDS
Nestor C. Heraña	ASDS	SDO-OSDS
Edgardo P. Cosares	Chief Education Supervisor	SDO-CID
Jose Mari P. Almeida	Chief Education Supervisor	SDO -SGOD

(ENCLOSURE NO. 2 OF DM NO. _____ s. 2025)

TRAINING MATRIX

DAY 1

7:30- 8:00 am	Registration	TWG
8:00 - 10:00am	Preliminaries Opening Program Pre-test	TWG
10:15 - 10:30 am	Health Break	
10:30- 11:00 am	Session 1: Mind Setting with Activity Workshop and Presentation of Output	Ramoel S. Espinueva
11:00 - 12:00 nn	Session 2: Core Messages (Communicating the Program)	Ramoel S. Espinueva
12:00 - 1:00 pm	Lunch Break	
1:00 - 1:30 pm	Session 3: Walkthrough of the Remediation Materials	Hannah Jireh P. Soriano
1:30 - 3:00 pm	Session 4: Stages of Reading Development	Hannah Jireh P. Soriano
3:00 - 3:15 pm	Health Break	
3:15 - 4:45 pm	Session 5: Strategies for Strategic Reading/Strategies for Automaticity Phonological Awareness: a. Word Concept b. Rhyme	Hannah Jireh P. Soriano
4:45- 5:00 pm	Synthesis/Reminders / Evaluation	TWG

DAY 2

8:00 - 8:30am	Management of Learning <ul style="list-style-type: none"> • Nationalistic Song • Prayer • Attendance Check, Energizer • Clearinghouse Session 	TWG
8:30 - 9:30 am	Session 6: Strategies for Automaticity and Strategic Reading (with Return Demo from Participant) Phonological Awareness (Continuation) a. Syllable Manipulation b. Onset and Rime c. Phoneme Manipulation	Carol D. Villanueva
9:30 -9:45 am	Health Break	
9:45 - 12:00nn	Cont. Strategies for Automaticity and Strategic Reading (with Return Demo from Participants) Alphabet Knowledge Decoding and Blending	Carol D. Villanueva

	Sight Words and Magic "E"	
12:00 - 1:00 pm	Lunch Break	
1:00 - 3:30 pm	Cont. Strategies for Automaticity and Strategic Reading (with Return Demo from Participants) Phrase Reading Sentence Reading Paragraph Reading	Ayessa L. Cabading
3:30 - 3:45 pm	Health Break	
3:45 - 4:45 pm	Cont. Strategies for Automaticity and Strategic Reading (with Return Demo from Participants) Fluency and Decodable Text Review (Comprehension) Strategic Reading	Ayessa L. Cabading
4:45- 5:00	Synthesis / Reminders/ Evaluation	

DAY 3

8:00 - 8:30am	Management of Learning <ul style="list-style-type: none"> • Nationalistic Song • Prayer • Attendance Check, Energizer • Clearinghouse Session 	TWG
8:30 - 10:00 am	Session 7: Review of Strategies in the Remediation	Ayessa L. Cabading
10:00 -10:15 am	Health Break	
10:15 - 12:00 nn	Session 8: Administering Check-in Tools and Reporting (Plenary)	Carol D. Villanueva
12:00- 1:00 pm	Health Break	
1:00- 2:00 pm	Session 9: Operationalizing the Program	Sheila Marie N. Bugayong
2:00 - 3:00 pm	Session 10: Planning and Next Steps	Rowena R. Abad
3:00 - 3: 15 pm	Health Break	
3:15 - 3:35 pm	Post-test/Evaluation	
3:35- 5:00 pm	Closing Program <ul style="list-style-type: none"> - Impressions - Statement of Challenge - Acceptance of Challenge - Awarding of Certificates - Departure 	TWG